



# MINUTES

## Board of Directors Meeting

7:00 PM - Wednesday, June 24, 2020  
Virtual Meeting

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The Board of Directors of the South Peninsula Hospital was called to order on Wednesday, June 24, 2020, at 7:00 PM.

### 1. CALL TO ORDER

The BOD went into Executive Session to discuss personnel and financial matters prior to the start of the regular meeting.

\*\*\*\*\*Into Executive Session – 5:30 p.m. \*\*\*\*\*  
\*\*\*\*\*Out of Executive Session – 6:55 p.m. \*\*\*\*\*  
\*\*\*\*\*Regular Session – 7:00 p.m. \*\*\*\*\*

President Thomas Clark called the regular meeting to order at 7:00 p.m. Due to technical difficulties with his iPad, Mr. Clark could not access the agenda, and asked Mr. Partridge to run the meeting, who agreed.

### 2. ROLL CALL

**BOARD PRESENT:** President Thomas Clark, Vice President Walter Partridge, Treasurer Matthew Hambrick, Secretary Melissa Jacobsen, Keri-Ann Baker, Todd Boling, David Groesbeck, Bernadette Wilson, Julie Woodworth, Beth Wythe, and CEO Ryan Smith

**BOARD EXCUSED:** Edson Knapp

**STAFF PRESENT:** Angela Hinnegan, CFO and Maura Jones, Executive Assistant

**ALSO PRESENT:**

A quorum was present.

### 3. REFLECT ON LIVING OUR VALUES

### 4. WELCOME GUESTS & PUBLIC / INTRODUCTIONS / ANNOUNCEMENTS

#### 4.1. Rules for Participating in a Public Meeting

### 5. APPROVAL OF THE AGENDA

### 6. APPROVAL OF THE CONSENT CALENDAR

The consent calendar was read into the record by Secretary Melissa Jacobsen.

- 6.1. **Consideration to Approve the South Peninsula Hospital (SPH) Board of Directors meeting minutes for**
- 6.2. **Consideration to Approve May 2020 Financial Statements**
- 6.3. **Review of SPH Scorecard 2020, Quarter 1**
- 6.4. **Review of HW Policy 257 False Claims Act**

*David Groesbeck made a motion to approve the consent agenda as presented. Secretary Melissa Jacobsen seconded the motion. Motion Carried.*

**7. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

There were no public comments.

**8. PRESENTATIONS**

None

**9. UNFINISHED BUSINESS**

None

**10. NEW BUSINESS**

**10.1. Consideration to Approve SPH Resolution 2020-13, A Resolution of the South Peninsula Hospital Board of Directors Authorizing Bank Account Signers**

Angela Hinnegan, CFO, reported. As we all know, interest rates are very low right now and SPH's sweep account is currently only earning two basis points. We reached out to FNBA for short-term options and learned their savings account has a 15 basis point return, so we are opening a savings account to hold our Paycheck Protection Program and Medicare accelerated payments. This resolution approves the signers for that account, and allows for the closing of a LTC resident account due to the resident's passing.

*David Groesbeck made a motion to approve South Peninsula Hospital Resolution 2020-13, A Resolution of the South Peninsula Hospital Board of Directors Authorizing Bank Account Signers. Keri-Ann Baker seconded the motion. A roll call vote was called for.*

*For – Keri Ann Baker, Todd Boling, David Groesbeck, Matthew Hambrick, Melissa Jacobsen, Walter Partridge, Bernadette Wilson, Julie Woodworth, Beth Wythe, Thomas Clark.*

*Against – None*

*Excused – Edson Knapp*

*The motion carried.*

**10.2. Consideration to Approve SPH Resolution 2020-14, A Resolution of the South Peninsula Hospital Board of Directors Requesting from the Kenai Peninsula Borough, an Extension to KPB Emergency Ordinance 2020-13, Allowing Cash in Excess of 90 Days to be Retained by South Peninsula Hospital, Inc. to Include the Quarter Ending June 30, 2020**

Ms. Hinnegan reported. This resolution is a request to extend the hospital's exemption from transferring cash over 90 days to the Kenai Peninsula Borough (KPB), per the Operating Agreement. We feel SPH is still in an uncertain situation. The CARES Act rules for the Payroll Protection Plan loan continue to change, and we have a new bolus of COVID-19 activity on the Kenai Peninsula which could lead to shutdowns in operations. Administration recommends asking for one extension of the ordinance relieving SPH from transferring these funds to the Plant Replacement and Expansion Fund.

Mr. Clark asked if the borough had been approached about this exemption. Mr. Smith responded that he had not spoken to anyone at the borough, however CPH's resolution of the same nature was approved earlier this month.

*David Groesbeck made a motion to approve SPH Resolution 2020-14, A Resolution of the South Peninsula Hospital Board of Directors Requesting from the Kenai Peninsula Borough, an Extension to KPB Emergency Ordinance 2020-13, Allowing Cash in Excess of 90 Days to be Retained by South Peninsula Hospital, Inc. to Include the Quarter Ending June 30, 2020. Keri-Ann Baker seconded the motion. A roll call vote was called for.*

*For – Keri Ann Baker, Todd Boling, David Groesbeck, Matthew Hambrick, Melissa Jacobsen, Walter Partridge, Bernadette Wilson, Julie Woodworth, Beth Wythe, Thomas Clark.*

*Against – None*

*Excused – Edson Knapp*

*The motion carried.*

**10.3. Consideration to Approve SPH Resolution 2020-15, A Resolution of the South Peninsula Hospital Board of Directors Approving a Plan Amendment for the Union 403(b) Plan and Hospital Employees' Pension Plan to Include the Addition of Unused Sick and Extended Leave Bank Hours to Calculate Service Hours at Employee Retirement**

Ms. Hinnegan reported. This resolution is essentially a housekeeping item. The Collective Bargaining Agreement (CBA) has language stating that employees are allowed to use unused Extended Leave or Sick Bank hours to make up the service hours in their year of retirement. This has been in the CBA for more than eight years, however it has never been written into the plan documents. Administration requests this change to make sure our plan documents match what has been agreed to in the CBA.

Mr. Partridge, Pension Committee Chair, noted this resolution and the next were not discussed at a Pension Committee meeting, however all Pension

Committee members were sent the information to review, and it was discussed and approved at the June Finance Committee meeting. Ms. Hinnegan recently uncovered these issues related to the Pension Plan, reflected in this resolution and the next, and as they are time sensitive, Mr. Partridge felt it was best to move forward in this manner.

*Member Julie Woodworth made a motion to approve SPH Resolution 2020-15, A Resolution of the South Peninsula Hospital Board of Directors Approving a Plan Amendment for the Union 403(b) Plan and Hospital Employees' Pension Plan to Include the Addition of Unused Sick and Extended Leave Bank Hours to Calculate Service Hours at Employee Retirement David Groesbeck seconded the motion. A roll call vote was called for.*

*For – Keri Ann Baker, Todd Boling, David Groesbeck, Matthew Hambrick, Melissa Jacobsen, Walter Partridge, Bernadette Wilson, Julie Woodworth, Beth Wythe, Thomas Clark.*

*Against – None*

*Excused – Edson Knapp*

*The motion carried.*

**10.4. Consideration to Approve SPH Resolution 2020-16, A Resolution of the South Peninsula Hospital Board of Directors Authorizing the Restatement of the Union and Non-Union 403(b) Plans and Adopting Uniform Language Pre-Approved by the IRS**

Ms. Hinnegan reported. This resolution asks for two things. Up until June 30th we have the ability to restate plans using uniform language. Administration recommends we adopt boiler plate language that is pre-approved by the IRS. It makes it very easy to adopt boiler plate updates and changes in the future, and makes it easier to administer the plan. Nothing in the plan document is changed by adopting this uniform language.

The second item is to correct the 4% match for confidential staff. SPH has been allowing confidential employees to be immediately eligible for the employer match, however the adoption agreement says the employee is not eligible until they have been here for one year or 1,000 hours. Administration recommends changing the adoption agreement to match current practice.

*David Groesbeck made a motion to approve SPH Resolution 2020-16, A Resolution of the South Peninsula Hospital Board of Directors Authorizing the Restatement of the Union and Non-Union 403(b) Plans and Adopting Uniform Language Pre-Approved by the IRS. Keri-Ann Baker seconded the motion. A roll call vote was called for.*

*For – Keri Ann Baker, Todd Boling, David Groesbeck, Matthew Hambrick, Melissa Jacobsen, Walter Partridge, Bernadette Wilson, Julie Woodworth, Beth Wythe, Thomas Clark.*

*Against – None*

*Excused – Edson Knapp*

*The motion carried.*

**10.5. Consideration to Adopt the South Peninsula Hospital Community Health Needs Assessment 2020.**

Derotha Ferraro, Marketing Director reported. The Community Health Needs Assessment (CHNA) is an IRS requirement which must be completed every 3 years, along with an adoption strategy. Previously, the CHNA had been completed by community association MAPP, which was very detailed and involved. This year, MAPP declined to spearhead this project, so SPH completed it. It was initiated in November at the Rotary Health Fair. Due to the COVID-19 pandemic, it was more difficult to gather certain data, but we did end up with an informative CHNA. The beginning includes the data collected and the end highlights some of the key findings that would be priority for our organization. Senior health continues to be a priority, as well as continued need for primary and preventative care.

Mr. Smith thanked Ms. Ferraro for her hard work on this project. Ms. Baker thanked Ms. Ferraro as well.

*Member Julie Woodworth made a motion to adopt the South Peninsula Hospital Community Health Needs Assessment 2020. Keri-Ann Baker seconded the motion. Motion Carried.*

**11. REPORTS**

**11.1. BOD Committee: Finance**

Matthew Hambrick, Finance Committee Chair reported. The resolutions passed in today's meeting were the focus of the committee meeting in June. He had nothing to add.

**11.2. Chief of Staff**

Dr. Landess was not able to attend the meeting, although he was present for Executive Session.

**11.3. Service Area Board Representative**

Jacque Lenew reported. The Service Area Board (SAB) met in June and spent much of the meeting discussing how best to educate the community about the role of the SAB. The new member handbook was also reviewed in detail. The next planned meeting is for August.

**12. ORGANIZATIONAL REPORTS**

Written organizational leadership reports are not provided this month due to ongoing COVID-19 preparations.

**12.1. Chief Executive Officer**

Mr. Smith reported that leadership reports will resume in July. He noted that the Service Area Board also approved the lease for the Behavioral Health building and thanked them for the approval. Two locums radiologists are covering for

Dr. Knapp this month - Dr. James Odone and Dr. Douglas White. They have been a good fit for the organization and we hope they will continue to provide coverage when needed in the future.

## **12.2. Chief Financial Officer**

Ms. Hinnegan gave a brief overview of the financials. Overall for the month of May, inpatient is on track, however outpatient is under budget. We are down about \$1 million for gross revenues, though HHS stimulus funds helped to make up our losses in revenues. We currently have 126 days of cash on hand, which doesn't include the Payment Protection Program and Medicare Advance payments because those assets may have to be returned at a future date.

For COVID, we are estimating through June that our lost revenues are approximately \$5.5 million, which is not as bad as we projected a month ago, since we were able to resume surgeries in the month of May. So far we've received \$6.3 million from HHS, and incurred \$1.7 million expenditures from COVID. \$7.3 is the total of shortfall, including the added expenses. We have made a request to the borough for FEMA related expenditures. We continue to track lost revenues and COVID expenditures.

Mr. Groesbeck commented on the impressive work of Ms. Hinnegan and the finance team.

## **13. DISCUSSION**

## **14. COMMENTS**

(Announcements/Congratulations)

### **14.1. Chief Executive Officer**

Mr. Smith thanked Mr. Partridge for running the meeting. He congratulated Ms. Hinnegan on being accepted into a master's program. He thanked Dawn Johnson, Dr. Christina Tuomi, and Nicole Reynolds who head up the Incident Command Operations Team, in addition to the swabbers, registration, and lab personnel. He thanked Public Health for their partnership, and Operations team for our internal contact tracing. He thanked Ms. Ferraro for keeping everyone informed and working with the press.

### **14.2. Board Members**

Ms. Jacobsen had no comments.

Mr. Hambrick had no comments.

Ms. Baker congratulated Ms. Hinnegan. She encouraged Board members to keep walking in the SPH Community Walking Challenge.

Dr. Boling had no comments.

Mr. Groesbeck thanked Ms. Hinnegan, Mr. Smith, and Ms. Jones for her work behind the scenes.

Ms. Wilson thanked Mr. Smith and the Incident Command for their ongoing commitment to our community during this pandemic.

Ms. Woodworth echoed Mr. Groesbeck and Ms. Wilson's comments.

Ms. Wythe had no comments.

Mr. Clark thanked Mr. Partridge for running the meeting.

Mr. Partridge said Ms. Hinnegan has his profound respect for all the work she has done for SPH and for undertaking a new graduate program. Mr. Partridge thanked Ms. Jones for moderating the Tustumena Press Conference.

**15. INFORMATIONAL ITEMS**

**16. ANNOUNCEMENTS AS A RESULT OF EXECUTIVE SESSION**

**16.1. Credentialing**

*After review of the applicants files in Executive Session, Ms. Jacobsen moved to approve the following positions in the medical staff as requested and recommended by the Medical Executive Committee:*

Appointment

Choiniere, Jake MD; Psychiatry/Telepsych; Telemedicine

Odone, James MD; Radiology; Locum tenens

Walz, Elizabeth, MD; Neurology/Telestroke; Telemedicine

White, Douglas MD; Radiology; Locum tenens

Reappointment

Providence eICU Providers; eICU; Telemedicine

Endres, Donald MD; Otolaryngology; Courtesy Staff

Landess, Christopher MD; Emergency Medicine; Active Staff

Martinez, Roger MD; Emergency Medicine; Active Staff

Mullins, Darren MD; Oncology; Courtesy Staff

Edson Knapp, MD request for echocardiogram interpretation privileges.

*Julie Woodworth seconded the motion. Motion carried.*

**17. ADJOURNMENT**

The meeting was adjourned at 7:43pm.

*David Groesbeck made a motion to adjourn. Secretary Melissa Jacobsen seconded the motion. Motion Carried.*

Respectfully Submitted,

Accepted:

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Maura Jones, Executive Assistant

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Thomas Clark, President

Minutes Approved: July 22, 2020

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Melissa Jacobsen, Secretary